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HIGHWAY DIVISION

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April 12, 1993

Engineering Consultants Services

INFORMATION BULLETIN 93-07

TO: ADOT CONSULTANTS
PROJECT LEADERS

FROM: ENGINEERING CONSULTANTS SERVICES *Bob Ruston*

SUBJECT: SELECTION EVALUATION SCORE

The purpose of this information bulletin is to clarify the process for how the final evaluation score is determined when a Statement of Qualification (SOQ) is combined with an oral interview.

The first step is for the panel to evaluate and score the firms based on their SOQ. These ratings are then set. Secondly, firms are then requested to make an oral presentation - which may increase, or possibly lower the score of the SOQ. The oral presentation is an opportunity for the firms to meet with the panel members, who are making the recommendation, and verbally and visually express and demonstrate how the firm's team will respond to the challenges of the project.